



CITY COUNCIL

AGENDA REQUEST

AGENDA OF:	06-04-13	AGENDA REQUEST NO:	V-C
INITIATED BY:	HOWARD CHRISTIAN, ASSISTANT DIRECTOR OF WATER UTILITIES	RESPONSIBLE DEPARTMENT:	WATER UTILITIES
PRESENTED BY:	SUELLEN STAGGS, DIRECTOR OF WATER UTILITIES	DIRECTOR:	SUELLEN STAGGS, <i>SS</i> DIRECTOR OF WATER UTILITIES
		ADDITIONAL DIRECTOR (S):	N/A
SUBJECT / PROCEEDING:	SANITARY SEWER CLEANING-TELEVISIONING INSPECTION AND VACTOR SERVICES AUTHORIZE SERVICES CONTRACT WITH CLEANSEVE, INC.		
EXHIBITS:	CLEANSERV, INC. SIGNED CONTRACT		
CLEARANCES		APPROVAL	
LEGAL:	MEREDITH RIEDE, <i>MR</i> ASSISTANT CITY ATTORNEY	EXECUTIVE DIRECTOR:	N/A
PURCHASING:	TODD REED, CPPB PURCHASING MANAGER <i>TR</i>	ASSISTANT CITY MANAGER:	KAREN DALY <i>KD</i>
BUDGET:	BRYAN GUINN, <i>BG</i> ASSISTANT DIRECTOR OF BUDGET & RESEARCH	CITY MANAGER:	ALLEN BOGARD <i>Allen Bogard</i>
BUDGET			
EXPENDITURE REQUIRED: \$		235,000	
CURRENT BUDGET: \$		235,000	
ADDITIONAL FUNDING: \$		0	
RECOMMENDED ACTION			
Authorize the execution of a service contract with CleanServe, Inc. for Sanitary Sewer Cleaning-Televising Inspection and Vactor Services in a maximum amount of \$235,000.			

EXECUTIVE SUMMARY

On April 4, 2013, the City received proposals (RFP-1013-13) for sanitary sewer line cleaning, televising and vactor services for the Water Utilities Department. The scope of services included in the RFP were hydro-jet cleaning 33,000 feet of sewer lines, cleaning and televising over 58,000 feet of sewer lines of various sizes, and cleaning 38 small to medium size lift stations. Previously, this work was completed as a component to the annual service contract with SouthWest Water.

Line cleaning and televising the sanitary sewer system is critical to help ensure that the hydraulic capabilities of the system are optimized. The televising is used to identify potential problem areas and allows early detection of pipe failure so that rehabilitation projects can be strategically planned; this reduces the need for repairs on an emergency basis. The vactor service will be used primarily for cleaning accumulated grease and other debris in lift stations where accumulations can interfere with the normal operations.

Proposals were evaluated by a review committee comprised of City staff from Permits, Engineering, Planning and Water Utilities Departments. The criteria used to evaluate the proposals were:

40% Pricing

40% Organization and Project Management Plan

10% Financial Strength

10% Past Performance, Experience, and References

Each evaluator scored the proposals independently and the Purchasing Department collated the data. On April 28, 2013, the review committee met to evaluate the scores and after careful consideration the committee selected CleanServe Inc. as the best respondent. CleanServe is a local (Pearland) company that has been used indirectly through CIP Projects by the City in the past. They were utilized by the City's Sewer Rehabilitation Project Engineer, AARK Engineers, to collect field data for future rehabilitation projects. As a result, City staff has a working knowledge of their capabilities and is confident they will be able to meet the requirements of the contract. This one-year contract includes the option of four one-year extensions.

After final negotiations with CleanServe were completed the review committee along with the Water Utilities Department recommends that the City Council authorize a one year Utility Services contract with CleanServe for Cleaning-Televising and Vactor Services in an amount not to exceed \$235,000. Funding is available through the Department's operations and maintenance budget.

EXHIBITS

CITY OF SUGAR LAND
STANDARD CONTRACT FOR GENERAL SERVICES
Over \$50K - Form Revised 5/17/10

I. General Information and Terms.

Contractor's Name and Address: Clean Serve, Inc.
3808 Knapp Rd.
Pearland, TX 77581

Description of Services: Cleaning/Television Inspection and Vactor Service

Maximum Contract Amount: \$235,000

Effective Date: On the latest date of the dates executed by both parties.

Termination Date: (See III C)

Renewal: City Council may extend this Contract for four additional one-year terms on the same terms and conditions as provided for in the original term, by giving written notice of the extension to the other party at least 30 days prior to the termination date.

II. Signatures. By signing below, the parties agree to the terms of this Contract:

CITY OF SUGAR LAND

CONTRACTOR:

City Manager or Assistant City Manager

By: 

Date: _____

Date: 5-22-13

APPROVED AS TO FORM:

